

REMINDERS:

1. Complete both sides of the worksheet for your records.
2. Make check payable to the Colorado Department of Revenue.
3. If you remit by EFT, you must call before 4:00 p.m. Mountain Time on the due date. Please remember to mark the EFT box before mailing the form. A complete and accurate form must be made and submitted by the due date or be subject to late filing penalty and interest charges.
4. Mail the remittance copy and check to the address listed below. Be sure to write your account number on your check.
5. Returns must be filed with the COLORADO DEPARTMENT OF REVENUE, DENVER, CO 80261-0013 on or before the 20th day of the month following the close of the tax period. Mailed returns must be postmarked the 20th day of the month or before.
6. Make a copy of the return for your files.
7. Do not staple your check to your return. Do not mail cash or coins.